

Crosslake Community School Board of Education  
May 20, 2024  
5:00 PM  
Crosslake Community School  
35808 Co Rd 66  
Crosslake, MN 56442

1. **Call Meeting to Order**

Meeting called to order at 5:02 p.m.

2. **Pledge of Allegiance**

Please stand for the Pledge of Allegiance

3. **Roll Call and Establish a Quorum**

Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick

We have established a quorum.

4. **Additional Items**

Any additional items to add?

Please note, under the Consent Agenda the May 13, 2024 Closed Door Meeting minutes are not included at this time. The motion will not include these minutes.

5. **Public Comment**

Any public comment:

JUST a reminder, public comments will only take place during this agenda item. No public comments or chat comments will be accepted following this agenda item.

May I have a motion to approve the May 20, 2024 Agenda?

Motioned: Thompson

Seconded: Williams

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

6. **Agenda**

6.A. **Consent Agenda**

All items listed below are considered to be routine by the Crosslake Community Schools Board of Education and will be acted upon by one motion; however, any Board Director may request that items on the Consent Agenda be

removed from it for independent consideration. Any items so identified will be moved to the Action Item portion of the Agenda.

- 6.A.1. Board of Education Minutes - April 15, 2024
- 6.A.2. Closed Door Meeting Minutes - not available at this time
- 6.A.3. Finance Meeting Minutes - May 13, 2024
- 6.A.4. EE Online Committee Meeting Minutes - May 13, 2024
- 6.A.5. Academic - April 22, 2024
- 6.A.6. Personnel Matters
- 6.A.7. Food Service Reports
- 6.A.8. Gifts and Donations

May I have a motion to approve the Consent Agenda?

Motioned: Williams

Seconded: Glazier

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

6.B. FY25 Budget - First Look Review

Joining us is Jenny Abbs from Creative Planning

Jenny went over the projected 2024-2025 budget, income and expenditures, based on 450 ADM.

A motion made to move to an action item to approve the FY25 Budget.

Motioned: Williams

Seconded: Yurick

Discussion: The budget can be amended if decisions are made during the summer's strategic planning meeting for teacher compensation salary adjustments.

Motion made to approve the FY25 Budget.

Motioned: Williams

Seconded: Yurick

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

6.C. Riverwood Bank -

Joining us is Reed Nelson from Riverwood Bank

Reed described the services provided by Riverwood Bank.

6.D. ReGroup Counseling and Crosslake Community School Partnership - 2024/2025

Joining us is Amy Miller to talk about the renewal contract with ReGroup Counseling and Crosslake Community School Partnership.

Amy explained how the CCS partnership with ReGroup came to be, how it is going, and what expanded services are needed and why.

A motion was made to move to an action item the ReGroup renewal contract, with the addition of Kelsey Larson for crisis management at 16 hours per month, and the total cost of \$15,000 per year.

Motioned: Griffin

Seconded: Thompson

A motion to approve the ReGroup renewal contract as stated above.

Motioned: Griffin

Seconded: Williams

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:7:0

6.E. **Academic, Environmental Education, and Performance Improvement Plan Updates**

Abi Swenson will be presenting on the Performance Improvement Plan - End of Year STAR Difference Report  
Abi did an excellent job reviewing STAR data and previewing the Board for FastBridge.

6.F. **Action Items**

6.F.1. Review and Approve April 2024 Financial Information

Were there any comments to the April Financial Information?

May I have a motion to approve the April 2024 financial information?

Motioned: Glazier

Seconded: Yurick

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:7:0

6.F.2. Approve Policies

The following policies are ready for review:

403 Discipline, Suspension, and Dismissal of CCS Employees

404 Background Checks

413FRM Harassment and Violence

414 FRM Maltreatment reporting form

421 Gifts to Employees and School Board Members

612.1 Development of Parent/Guardians and Family Engagement Policies for Title I Programs

May I have a motion to approve policies 403,404,413FRM,414FRM,421,612.1

Motioned: Williams

Seconded: Glazier

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

#### 6.F.3. Strategic Roadmap and Board Governance Work Plan

May I have a motion to approve the Strategic Roadmap [and Board Governance Work Plan quarterly review in place of current process]

Motioned: Griffin

Seconded: Yurick

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

#### 6.F.4. Approve SY 2024-2025 Online Calendar

A change was made to the Online Calendar, October 7th is now a "No School" day for everyone.

May I have a motion to approve the SY 2024-2025 Online Calendar

Motioned: Griffin

Seconded: Glazier

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

#### 6.F.5. Approve SY 2024-2025 Seat-Based Calendar

A change was made to the Seat-Based Calendar, October 4th is now a "No School/Professional Development" day..

May I have a motion to approve the SY 2024-2025 Seat-Based Calendar

Motioned: Griffin

Seconded: Williams

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

## 6.G. Information/Discussion Items

### 6.G.1. District Personnel

#### 6.G.1.a. Update on Online Director Search

The offer was made to Dr. Jenna Leadbetter and was enthusiastically received by her.

#### 6.G.1.b. Increase Online Science Teacher FTE by .2

May I have a motion to move to increase the Online Science Teacher FTE by .2 to an action item?

Motioned: Griffin

Seconded: Williams

Discussion: Middle level will simply have the subject years rearranged, but this 9th grade requirement simply must be filled.

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

May I have a motion to approve increasing the Online Science Teacher FTE by .2?

Motioned: Griffin

Seconded: Yurick

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

#### 6.G.1.C. Environmental Education Coordinator Job Description - updated

May I have a motion to move the Environmental Education Coordinator Job Description to an action item?

Motioned: Griffin

Seconded: Williams

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

May I have a motion to approve the Environmental Education Coordinator Job Description?

Motioned: Griffin

Seconded: Thompson

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

### 6.G.2. Policy Review

516 Student Medications

522 Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process

751 Capital Assets Capitalization Policy

Any discussion on any of these policies?

Nursing needs. Provider needs.

May I have a motion to move policies 516, 522 and 751 to an action item?

Motioned: Williams

Seconded: Glazier

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

May I have a motion to approve policies 516, 522 and 751?

Motioned: Griffin

Seconded: Williams

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

### 6.G.3. Professional Development - Board of Education Trainings

An email was sent to board members regarding the Charter School Board workshop on June 10 from 9:30 -3:30 at the Hampton Inn in Bemidji

Motion made to move to an action item to send and pay for Mindy Glazier and Belinda Yurick to attend the Charter School Board Workshop in Bemidji.

Motioned: Garcia

Seconded: Griffin

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

Motion made to approve the sending and paying for Glazier and Yurick to attend said workshop.

Motioned: Garcia

Seconded: Griffin

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)  
Nays:  
Motion passes: 7:0

#### 6.G.4. Director Evaluations

Evaluations are completed. Thompson will send the reports to the Director Evaluation Committee who will then meet with Annette Klang to go over. Holly Amaya was thanked by the Board for her service.

#### 6.G.5. Implementation Committee for Executive Director

Garcia reports no progress because of the need to hire the new online director as of late.

#### 6.G.6. Board Elections Details

Included in the board agenda, is suggested wording regarding board election documents for teachers and parents/guardians. Also the suggested Board Election schedule for 24-25 has been included.  
Any discussion?

May I have a motion to move the 24-25 Board Election schedule and suggested wording document to an action item?

Motioned: Griffin

Seconded: Glazier

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

May I have a motion to approve the 24-25 Board Election schedule and suggested wording document.

Motioned: Glazier

Seconded: Yurick

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

#### 6.G.7. Bylaws

1. Identify the Bylaws to look towards developing a strong election pool.

It was decided that these will be further identified at the Board Retreat; Board members should be looking and bring to the retreat.

In addition, members should bring ideas on ways to increase education on the School Board such as Facebook, the school website, January School Board Month, looking at other districts, etc.

2. Any other Bylaws updates.

#### 6.G.8. Surveys

Survey results are in.

#### 6.G.9. Education Trends

Annette, do you have anything?  
No, continue strong with what we have.

#### 6.G.10. IOWA Authorization and Resolution

Authorize a person, Kelly Bittner to access MDE secure websites for the state or local educational agency that you represent

Motion made to move to an action item to authorize Kelly Bittner to access MDE secure sites.

Motioned: Glazier

Seconded: Williams

Discussion: Holly Amaya did have this authorization. It is logical that Kelly should have this position.

Motion made to approve Kelly Bittner for said authorization.

Motioned: Glazier

Seconded: Yurick

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

#### 6.G.11 Board Meeting Schedule 24-25

Calendar of proposed board of education meetings for FY24-25

Jared will propose a date at Camp Knutson for a Board Retreat day the week of June 24th, starting with lunch and proceeding through the afternoon. This is a special Board meeting and computers will be needed for public accessibility still.

The July 15th special meeting should thus be removed because of this Board retreat replacing it.

If MOVING TO ACTION:

May I have a motion to move the Board Meeting Schedule FY 24-25 action item?

Motioned: Williams

Seconded: Yurick

All in favor say Yea: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0

May I have a motion to approve the Board Meeting Schedule FY24-25

Motioned: Glazier

Seconded: Yurick

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: 7:0



## 6.H. **Reports**

### 6.H.1. CCS' Directors

Annette and Holly?

Annette- The MDE visit was pleasant and positive that she liked the Read Act.) A school transportation van to/from Pequot Lakes will be secured for a season to see how this works, and could perhaps make CCS more attractive for families over there.

Holly- A reminder of graduation on May 31st, and how supportive it is for Board members to attend.

### 6.H.2. Finance Committee

### 6.H.3. Academic Performance/Achievement and World's Best Workforce

### 6.H.4. EE Seat-Based Committee

Did not meet this past month

### 6.H.5. EE Online Committee

Pontoon excursion May 20th, Data for ELp for OW

### 6.H.6. Directors' Evaluations

Committee will reach out

## 7. **Authorizer Update**

Included the board agenda is observation feedback from Osprey Wilds.

Observed April 15th. Any "no's" do not mean they are not performed by the Board but just not that month.

## 8. **6/17/2024 Meeting Preparation**

### 8.A. Suggestion for Discussion Topics for Next Meeting

Any suggestions for topics to be discussed next month?

Date for Board retreat

Agenda for Board retreat

## 9. **Board Meeting Evaluation**

Great job, Joe!

Cheryl's last Board meeting. The Board thanks Cheryl for her invaluable service to the Board for 7 years!

Thank you to the dedication to this Board, and especially to the search committee- Jared, Colin, Clare- who put in many hours this month, as well as Will, Jen, Paula, and Kelly, to bring onboard a new online director!

10. **Adjourn the Regular Board of Education Meeting**

May I have a motion to adjourn the Regular Meeting of the Board of Education at 7:00\_\_ pm?

Motioned: Griffin

Seconded: Williams

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, ~~Emily Stull Richardson~~, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion Passes: 7:0

\_Schedule of upcoming Board of Education Meetings for 2023-2024:

June 17, 2024